

## **Pioneer Hall FAQs**

Is there a kettle?

*Not a kettle but an urn which will be filled and heated ready for your hire*

Are there any cups?

*Yes, there are a limited number for use*

Is there an oven?

*No, but there is a microwave*

Is there a microwave?

*Yes, but no oven*

Is there a fridge?

*Yes, there is an under counter fridge*

Is there a freezer?

*Yes, there is a small box freezer within the fridge, it will only fit one bag of ice*

Are there jugs for cold drinks?

*Yes, but there are no glasses, please bring your own paper cups.*

Are there glasses for cold drinks?

*No, please bring your own paper cups*

Are there spoons?

*No, our spoons do not stay around for long so we have decided to remove them*

Is there a knife?

*No, for health and safety reasons we cannot leave a knife unsupervised in the kitchen*

Is there any cutlery?

*No, please bring your own*

What time can we enter the hall?

*10 minutes before your hire time, any additional time will have to be agreed prior to your hire and there will be a charge for this.*

Are we allowed to play music?

*Yes, if you have a cd player you can bring this with you, as always, please respect our neighbours*

Can we have a disco?

*Yes, but as always be respectful our neighbours due to the hall being in a residential area.*

Can we hire in a reptile show?

*Yes, but please ensure that they have their own public liability insurance and health and safety checks have been carried out. Barry Town Council cannot be held responsible for any injuries or incidents occurred by the outside party.*

Do we need to clean up after the party?

*All we ask is that you leave the hall how you found it, place all food, paper plates and general rubbish in the black bags provided and wash any crockery used.*

Where do we put the rubbish bags when we are finished?

*Please leave them in the corner of the kitchen or where notified by the caretaker.*

What if we finish before the hire time is over?

*The caretaker will advise you where the keys are kept, please lock the doors and post the key through the letter box.*

Will the caretaker be there to meet us?

*Yes, he will be there prior to the start of your hire, please be there 10 minutes before your hire time.*

Will I have to set the hall up?

*No, this will be done for you.*

How will the hall be set up?

*If you have requested to have the play equipment, then this will be set up on one side of the hall with tables and chairs set up on the other side. If you have asked to not have the play equipment, we will only put out table and chairs.*

Can I hire the hall without the play equipment?

*Yes, we will set up tables and chairs for you.*

Can I hire in a bouncy castle?

*No, due to health and safety reasons*

Are there high chairs?

*Yes, we have a small number of high chairs*

How many high chairs are there?

Is the play equipment suitable for older children?

*The play equipment is suitable for children aged 1 – 5*

How do I lock up?

*If the caretaker has not returned to the hall and you wish to leave, please use the keys to lock the doors and post them through the letterbox.*

Can I go in early to set up?

*You are able to enter the hall 10 minutes prior to your hire time. Any additional time will have to be requested in advance and there will be a charge for extra time.*

Can I put decorations on the walls?

*We don't mind you putting decorations up, but please use something that will not mark our walls, such as blu-tack. Do not use sticky tape.*

Are we allowed alcohol?

*We do not have an alcohol licence but as long as it is not being sold you can bring alcohol. However, we do not condone the consumption of alcohol at children's parties.*

Are there baby change facilities?

*Yes, it is located within the disabled toilet, please place wet wipes in the bin provided and not down the toilet.*

Is there disabled access?

*Yes, there is a ramp leading to the building and there is a disabled toilet.*

Can I hire the hall for a party on a weekday?

*No. we have regular hirers in during the week and reserve the weekend for children's parties.*

What is the limit on how many people can be in the hall?

*We don't recommend having more than 60 people within the hall at any one time due to fire safety precautions.*